

**ROSLYN UNION FREE SCHOOL DISTRICT
Meeting of the Board of Education**

Thursday, February 25, 2016

8:00 p.m.

Roslyn High School – Board Room

7:00 p.m. - Executive Session

8:00 p.m. - Board of Education Meeting

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

Recommendation to accept the Claims Audit Report for December 2015
Recommendation to accept the Quarterly Claims Audit Report for October, November and December 2015

Board President's Comments

Superintendent's Comments

Welcome Chinese Exchange Students

Student Delegate's Comments

Discussion Item(s):

1. Bond Projects / Bid Awards - ***Erik Kaeyer***
2. Transportation – ***David Shoob***
3. Technology – ***Jason Lopez***
4. PPS & Special Education – ***Barbara Schwartz***

PUBLIC COMMENT #1 Limited to Agenda Items ONLY

(Will be limited to ½ hour, no more than 2 minutes per speaker).

Though not required by law, the Roslyn Board of Education invites public comment during its meetings. Citizens will be recognized by the presiding officer. Please state your name and address before speaking and direct all comments to the Board. This is not a time for citizen to citizen exchanges. We ask that comments not include the names of students or staff members, and comments are not permitted with respect to confidential matters. Please also be reminded that Board meetings are designed by law to facilitate the school district's business and provide for public Board deliberations. Thank you

ACTION ITEMS

Action may be taken for each individual resolution or by the titled subgroups. Bracketed information following resolutions is not part of the Board's official action and does not become part of the official record.

PERSONNEL:

ALL PERSONNEL APPOINTMENTS LISTED ARE FUNDED IN THE CURRENT BUDGET UNLESS OTHERWISE NOTED

- P.1.** It is the recommendation of the Superintendent of Schools that the following resolution be adopted:
RESOLVED, that the Roslyn Board of Education approves the appointments, resignations, terminations, elimination of positions, transfers, and leaves of absence as detailed in the Personnel Action Reports attached as **(Attachment P.1 Professional)**
- P.2.** It is the recommendation of the Superintendent of Schools that the following resolution be adopted:
RESOLVED, that the Roslyn Board of Education approves the appointments, resignations, terminations, elimination of positions, transfers, and leaves of absence as detailed in the Personnel Action Reports attached as **(Attachment P.2 Classified)**

BUSINESS/FINANCE:

ALL ITEMS ON THE BUSINESS/FINANCE PORTION OF THE AGENDA ARE WITHIN THE BUDGET UNLESS OTHERWISE SPECIFIED

- B.1. WHEREAS**, the Board of Education sought and received voter approval for various capital projects to be financed through bonds on May 20, 2014; and
- WHEREAS**, prior to the receipt of voter approval, the Board of Education completed an environmental review of the projects as required by the New York State Environmental Quality Review Act; and
- WHEREAS**, in connection with its environmental review of the projects, the Board of Education declared itself lead agency, classified the projects to be performed as Unlisted Actions under SEQRA, and adopted a negative declaration; and
- WHEREAS**, in connection with the construction of said projects, the Board of Education requested that its environmental consultant review the final plans prepared for the construction of a bus maintenance facility; and
- WHEREAS**, the Board's environmental consultant conducted such a review and has issued a technical memorandum in connection with the construction of the bus maintenance facility, which technical memorandum concludes that the final plans prepared for the construction of the bus maintenance facility do not alter the Board's environmental review pursuant to SEQRA.
- NOW, THEREFORE, BE IT RESOLVED** that the Board of Education hereby accepts the technical memorandum issued by its environmental consultant.

B.2. Bid for Capital Improvements (2014 Bond Projects)

SED # 28-04-03-03-0-001-025 – East Hills E.S.

(KG&D Project #2014-1038)

28-04-03-03-0-006-031 – Roslyn Middle School

(KG&D Project #2014- 1037)

28-04-03-03-5-021-001 – Bus Facility at Harbor Hill School

(KG&D Project #2014-1041)

Bid advertised: December 15, 2015
Bid Opened: January 28, 2016 @ 2pm by District Clerk
Number of invitations to bid distributed: 34
Number of bids received:
General Construction (GC) 6
Electrical Contract (EC) 7
Plumbing Contract (PC) 5
HVAC Contract (MC) 8

Recommendation that awards based on low cost satisfactorily meeting specifications be made to the following companies:

General Construction Contract (GC) – W. J. Northridge Construction Corporation, 175 Kennedy Drive, Hauppauge, NY 11788 for the base bid of \$4,445,000 along with the following Add Alternates:

| | |
|---|--------------------|
| Add Alternate GC - Bus1 – West Drainage | \$200,000 |
| Add Alternate GC - Bus2 – Lift Equipment & Oil Tanks | \$177,500 |
| Add Alternate GC - Bus3 – Sanitary Repair | \$ 48,700 |
| Add Alternate GC - EH1 – 1st Floor Ceilings & Lights | \$ 57,000 |
| Add Alternate GC - EH2 – Removal of Column | \$ 28,000 |
| Add Alternate GC - EH5 – Sod for New Field | \$ 30,000 |
| Add Alternate GC - EH6 – Irrigation System | \$ 12,650 |
| Add Alternate GC - EH7 – Concrete Pavers | \$ 31,600 |
| Add Alternate GC - MS1 – Drainage into Underground System | \$ 65,800 |
| Add Alternate GC - MS2 – VET Flooring | \$100,000 |
| Total Recommended Award: | \$5,196,250 |

N.B. We are not recommending the award of Add Alternates EH3 and EH4 at this time. It is our intention to rebid these two items.

Electrical Construction Contract (EC) – Relle Electric Corp., 26 Sawgrass Drive, Bellport, NY 11713 for the base bid of \$856,017 along with the following Add Alternates:

| | |
|---|------------------|
| Add Alternate EC – Bus5 – LED Lighting | \$ 18,594 |
| Add Alternate EC – EH8 – Lighting at 1 st Floor Classrooms | \$ 50,360 |
| Add Alternate EC – MS4 – Removals for Roof Drainage | \$ 3,658 |
| Total Recommended Award: | \$928,629 |

Plumbing Contract (PC) – WHM Plumbing & Heating Contractors, Inc., 6H Enterprise Drive, East Setauket, NY 11733 for the base bid of \$305,952 along with the following Add Alternates:

| | |
|--|------------------|
| Add Alternate PC – Bus4 – RPZ | \$ 31,820 |
| Add Alternate PC – EH9 – Tie-ins for Irrigation System | \$ 4,649 |
| Add Alternate PC – MS3 – Redirecting Roof Storm | \$ 7,923 |
| Total Recommended Award: | \$350,344 |

HVAC Contract (MC) – Central Air Corporation, P.O. Box 1334, Roslyn Heights, NY 11577 for the base bid of \$1,109,000. There were no Alternates:

Total Recommended Award: **\$1,109,000**

Total cost of these four contracts (**\$7,584,223**) is within the 2014 Bond Capital Budget. (**Attachment B.2.**)

- B.3.** Recommendation to approve a payment in the amount of \$6,243.63 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 1/31/2016.
- B.4.** Recommendation to approve the following payments to KG&D Architects for professional services rendered to the district and reimbursable expenses pertaining to capital improvements at the locations indicated in the table below. [Funds will be deducted from the Capital Budget Codes indicated in the table below.

| Payment | Location/ Project | Budget | PO #S | Inv # |
|-------------|----------------------|------------------|-----------|-------|
| \$8,775.00 | HS Steam Leak | 2110-245-08-1508 | H15-00014 | 4 |
| \$430.00 | HS Reimbursables | 2110-245-08-1408 | H14-00014 | 22 |
| \$3,183.59 | DW Reimbursables | 2110-245-03-1502 | H15-00014 | 17 |
| \$8,526.07 | EH Field & Site Work | 2110-245-04-1504 | H15-00014 | 7 |
| \$15,273.45 | EH Reimbursables | 2110-245-04-1504 | H15-00014 | 11 |
| \$163.96 | Hts. Reimbursables | 2110-245-06-1506 | H15-00014 | 11 |
| \$163.97 | HH Reimbursables | 2110-245-07-1507 | H15-00014 | 11 |
| \$7,167.30 | MS Reimbursables | 2110-245-09-1509 | H15-00014 | 8 |
| \$163.97 | HS Reimbursables | 2110-245-08-1508 | H15-00014 | 12 |

CURRICULUM AND INSTRUCTION

C&I.1 Recommendation to accept the confidential stipulations of the CPSE for the dates listed below as well as the implementation plans for the corresponding special education programs, services and parent notification as previously approved by the Committee on February 3, 2016 and February 8, 2016.

C&I.2 Recommendation to accept the confidential stipulations of the CSE for the dates listed below as well as the implementation plans for the corresponding special education programs, services and parent notification as previously approved by the Committee on February 8, 2016.

C&I.3 Recommendation to approve student Orry Zayit from the swim team to attend the New York State Public High Schools Championship in Buffalo, New York from March 3 through 5, 2016 at an estimated cost to the district of \$90.00.

C&I.4 Recommendation to approve 3 students and 1 chaperone from the Research Class to attend the Eastern Psychological Association annual meeting in New York City from March 3 through 5, 2016 at an estimated cost to the district of \$2,186.96.

C&I.5 Recommendation to amend Wendy Svitek's trip approved at the January 28, 2016 Board of Education meeting, C&I.5 as follows:
Total cost of trip is \$794.00– cost to district is \$390.00; remaining costs of \$404.00 will be paid out of the Teacher Center Federal Grant.

C&I.6 Recommendation to approve 18 students and 3 chaperones from the Science Olympiad Club to attend the Science Olympiad State Tournament in Syracuse, New York from March 11 through 12, 2016 at an estimated cost to the district of \$2,551.25. [Total cost of trip is \$5,251.25: Student Contribution: \$2,700.00(51%); District Contribution: \$2,551.25(49%).]

BOARD OF EDUCATION

BOE.1 Recommendation that the Board approve the attendance of Nancy Carney Jones at the Eastern Suffolk BOCES District Clerk Semi-Annual Workshop to be held on March 9, 2016 in Holbrook, NY at an estimated cost to be \$36.00 for travel expense.

BOE.2 Recommendation to conduct the *third reading* of Board of Education Policies 4410, 4510 and 4511 (**Attachment BOE.2**)

BOE.3 **BE IT RESOLVED** that the Board of Education of the Roslyn Public Schools hereby ***abolishes the following policies:***

- Policy 4600 (Guidance Programs)
- Policy 4510 (Instructional Materials)
- Policy 4511 (Textbook Selection and Adoption)
- Policy 4513 (Library Materials Selection and Adoption)
- Policy 4524 (School Libraries)

and hereby ***adopts the following policies in their place:***

- Policy 4410 (Guidance Program)
- Policy 4510 (Instructional Materials)
- Policy 4511 (Textbook and Library Materials Selection and Adoption)

Public Comments #2

EXECUTIVE SESSION (if needed)

Adjournment

Personnel Action Report
Professional

P.1
February 25, 2016

| Item | Name | Action | Position / Replacing | Location | From | To | Certification / Class / Step / Salary |
|------|--------------------|-------------------|----------------------|----------|---------|----------------------------------|---------------------------------------|
| 1 | Michelle Camilleri | Resignation | Teaching Assistant | HTS | | 2/25/16 (last day of employment) | |
| 2 | Wilfredo Abrahante | Appointment Coach | Tennis IV/4 | MS | 3/28/16 | 6/2/16 | Per RTA Contract |
| 3 | Elizabeth Brown | Appointment Coach | Track II/4 | MS | 3/28/16 | 6/2/16 | Per RTA Contract |
| 4 | Louis Buschi | Appointment Coach | Baseball II/4 | MS | 3/28/16 | 6/2/16 | Per RTA Contract |
| 5 | Sergio DiBenedetto | Appointment Coach | Softball II/4 | MS | 3/28/16 | 6/2/16 | Per RTA Contract |
| 6 | William Melillo | Appointment Coach | Baseball II/4 | MS | 3/28/16 | 6/2/16 | Per RTA Contract |
| 7 | Bryan Patterson | Appointment Coach | Track II/2 | MS | 3/28/16 | 6/2/16 | Per RTA Contract |
| 8 | Dane Solomon | Appointment Coach | Boys' Lacrosse II/3 | MS | 3/28/16 | 6/2/16 | Per RTA Contract |

Personnel Action Report
Classified

P.2
February 25, 2016

| Item | Name | Action | Position / Replacing | Class | Type of Appt | Location | From | To | Certification Class / Step Salary |
|------|-----------------|--|-----------------------|-------|--------------|------------|---------|----------------------------------|--------------------------------------|
| 1 | Catherine Longo | Resignation for the Purposes of Retirement | Bus Driver | | | Bus Garage | | 3/31/16 (last day of employment) | |
| 2 | Pierre Derosier | Resignation | Cleaner/Bus Driver | | | | | 2/28/16 | |
| 3 | Pierre Derosier | Appointment | Cleaner (F. Gonzalez) | Labor | | EH | 2/29/16 | | Per RCBDMA Contract, Grade 2/ Step 2 |



**PARK EAST
CONSTRUCTION
CORP.**

February 2, 2016

Roslyn Union Free School District
Administration Building
300 Harbor Hill Road
Roslyn Heights, New York 11577

Attn: Mr. Gerard W. Dempsey,
Superintendent of Schools

Re: Roslyn Union Free School District
Bid Analysis / Award Recommendation for the
Combined Projects
SED # 28-04-03-03-5-021-001-New Transportation & Maintenance Facility
28-04-03-03-0-001-025-East Hills Elementary School
28-04-03-03-0-006-031-Roslyn Middle School

Dear Mr. Dempsey,

On Thursday, January 28, 2016, sealed bids were received for the above referenced project at the District Office of the Roslyn UFSD. In conjunction with KG&D Architects interviews were conducted where representatives from both firms reviewed project scope, scheduling and contractor qualifications of each apparent low bidder.

Contract #1 General Construction:

The apparent low bidder, **W.J. Northridge Construction Corporation** was interviewed and confirmed that they will be providing all building systems and materials as specified and in accordance with the contract documents and can meet all the phasing and scheduling requirements established within the contract documents. Based on this review, reference checks and previous work experience, we therefore recommend awarding **Contract # 1** to:

| | | |
|---|--|------------------------|
| W.J. Northridge Construction Corporation | Total Base Bid GC-1: | \$ 4,445,000.00 |
| | Add Alternate GC Bus-1: | 200,000.00 |
| | Add Alternate GC Bus-2: | 177,500.00 |
| | Add Alternate GC Bus-3: | 48,700.00 |
| | Add Alternate GC EH-1: | 57,000.00 |
| | Add Alternate GC EH-2: | 28,000.00 |
| | Add Alternate GC EH-5: | 30,000.00 |
| | Add Alternate GC EH-6: | 12,650.00 |
| | Add Alternate GC EH-7: | 31,600.00 |
| | Add Alternate GC MS-1: | 65,800.00 |
| | Add Alternate GC MS-2: | 100,000.00 |
| | for the total contract amount of: | \$ 5,196,250.00 |

Contract # 2 Plumbing Work:

The apparent low bidder **WHM Plumbing & Heating Contractors Inc.** was interviewed and confirmed that they will be providing all systems and materials in accordance with the contract documents and can meet all the scheduling requirements. Based on this review, reference checks and previous work experience, we therefore recommend awarding **Contract # 2 Plumbing Work to:**

| | | |
|--|--|----------------------|
| WHM Plumbing & Heating Contractors Inc. | Total Base Bid PC-2: | \$ 305,952.00 |
| | Add Alternate PC Bus-4: | 31,820.00 |
| | Add Alternate PC MS-3: | 7,923.00 |
| | Add Alternate PC EH-9: | 4,649.00 |
| | for the total contract amount of: | \$ 350,344.00 |

Contract # 3 HVAC Work:

The apparent low bidder **Central Air Corporation** was interviewed and confirmed that they will be providing systems and materials in accordance with the contract documents and can meet all the scheduling requirements. Based on this review, reference checks and previous work experience, we therefore recommend awarding **Contract # 3 HVAC Work to:**

| | | |
|--------------------------------|--|-----------------------|
| Central Air Corporation | Total Base Bid HVAC-3: | \$1,109,000.00 |
| | for the total contract amount of: | \$1,109,000.00 |

Contract # 4 Electrical Work:

The apparent low bidder **Relle Electric Corp.** was interviewed and confirmed that they will be providing all systems and materials in accordance with the contract documents and can meet all the scheduling requirements. Based on this review, reference checks and previous work experience, we therefore recommend awarding **Contract # 4 Electrical Work to:**

| | | |
|-----------------------------|--|----------------------|
| Relle Electric Corp. | Total Base Bid EC-4: | \$ 856,017.00 |
| | Add Alternate EC Bus-5: | 18,594.00 |
| | Add Alternate EC EH-8: | 50,360.00 |
| | Add Alternate EC MS-4: | 3,658.00 |
| | for the total contract amount of: | \$ 928,629.00 |

Should you require any additional information, please do not hesitate to contact this office.

Very truly yours,
PARK EAST CONSTRUCTION



Kevin Castrova
Project Manager

KC/LC
Enclosures

cc: Joseph Dragone, Kevin Carpenter - RUFSD
Erik A. Kaeyer AIA, Peter J. Meaney – KGD Architects
James Wojcik – Park East Construction
Lynn Capobianco – Park East Construction

February 4, 2016

Roslyn Public Schools
Administrative Building
300 Harbor Hill Road
Roslyn, NY 11576
Attn: Gerard W. Dempsey, Jr., Interim Superintendent of Schools

Re: **Award Letter for Contract 1 (G.C.) W.J. Northridge**

Greetings:

We are writing to make our recommendation for the Combined Project which includes the New Bus Facility, East Hills School Renovations & Roslyn Middle School Renovations **Contract 1 (General Trades) to the low bidder, W.J. Northridge Construction Corp.**

On Monday February 1, KG&D Architects (myself) and our Civil Engineering consultant, Courtney Riley (via phone from VHB) along with Kevin Castrova and Tom Amandro from Park East Construction, engaged Jim Sutherland, Scott Weir & Tom Schorr from W.J. Northridge in Kevin Carpenter's office to review the project scope. They seemed to have a good understanding of the work.

Our review of W.J. Northridge's references finds agreement that they are capable and we see no reason to not award them a Base Bid, including 10 alternates for a **total contract in the amount of \$ 5,196,250**. The included alternates are BUS1, 2, 3 – EH1, 2, 5, 6, 7, - MS1, 2.

Call 914-666-5900 if you have any questions.

Sincerely:

KAEYER, GARMENT + DAVIDSON ARCHITECTS, PC



Patrick J. Meaney

Cc Joseph C. Dragone – Assistant Superintendent for Business – RPS,
Kevin S. Carpenter – Assistant to the Supt. for Administration & Special Projects - RPS
J. Wojcik, Park East Const.
K. Castrova, Park East Const.

February 4, 2016

Roslyn Public Schools
Administrative Building
300 Harbor Hill Road
Roslyn, NY 11576
Attn: Gerard W. Dempsey, Jr., Interim Superintendent of Schools

Re: **Award Letter for Contract 2 (Plumbing) WHM Plumbing and Heating**

Greetings:

We are writing to make our recommendation for the Combined Project which includes the New Bus Facility, East Hills School Renovations & Roslyn Middle School Renovations **Contract 2 (Plumbing) to the low bidder, WHM Plumbing and Heating.**

On Monday February 1, KG&D Architects (myself) and our Mechanical Engineering consultant, Paul Gallagher (via phone from Damiano Barile Engineers) along with Kevin Castrova and Tom Amandro from Park East Construction, engaged Billy Mauff from WHM Plumbing and Heating Contractors Inc. in Kevin Carpenter's office to review the project scope. Billy is the owner and seemed to have a good understanding of the work.

Our review of WHM references finds agreement that they are capable and we see no reason to not award them a Base Bid, including the 3 alternates for a **total contract in the amount of \$ 350,344.**

Call 914-666-5900 if you have any questions.

Sincerely:

KAEYER, GARMENT + DAVIDSON ARCHITECTS, PC



Patrick J. Meaney

Cc Joseph C. Dragone – Assistant Superintendent for Business – RPS,
Kevin S. Carpenter – Assistant to the Supt. for Administration & Special Projects - RPS
J. Wojcik, Park East Const.
K. Castrova, Park East Const.

February 4, 2016

Roslyn Public Schools
Administrative Building
300 Harbor Hill Road
Roslyn, NY 11576
Attn: Gerard W. Dempsey, Jr., Interim Superintendent of Schools

Re: **Award Letter for Contract 3 (HVAC) Central Air Corp.**

Greetings:

We are writing to make our recommendation for the Combined Project which includes the New Bus Facility, East Hills School Renovations & Roslyn Middle School Renovations **Contract 3 (HVAC) to the low bidder, Central Air Corp.**

On Monday February 1, KG&D Architects (myself) and our Mechanical Engineering consultant, Paul Gallagher (via phone from Damiano Barile Engineers) along with Kevin Castrova and Tom Amandro from Park East Construction, engaged Alex and Hojack Muslik from Central Air Corp. in Kevin Carpenter's office to review the project scope. Alex and his father who are the owners, seemed to have a good understanding of the work.

It is our understanding that Central Air has successfully completed work within the Roslyn district. Our review of Central Air's references finds agreement that they are capable and we see no reason to not award them a Base Bid for a **total contract in the amount of \$ 1,109,000**. There are no alternates for this contract.

Call 914-666-5900 if you have any questions.

Sincerely:

KAEYER, GARMENT + DAVIDSON ARCHITECTS, PC



Patrick J. Meaney

Cc Joseph C. Dragone – Assistant Superintendent for Business – RPS,
Kevin S. Carpenter – Assistant to the Supt. for Administration & Special Projects - RPS
J. Wojcik, Park East Const.
K. Castrova, Park East Const.

February 4, 2016

Roslyn Public Schools
Administrative Building
300 Harbor Hill Road
Roslyn, NY 11576
Attn: Gerard W. Dempsey, Jr., Interim Superintendent of Schools

Re: **Award Letter for Contract 4 (Electrical) Relle Electric Corp.**

Greetings:

We are writing to make our recommendation for the Combined Project which includes the New Bus Facility, East Hills School Renovations & Roslyn Middle School Renovations **Contract 4 (Electrical) to the low bidder, Relle Electric Corp.**

On Monday February 1, KG&D Architects (myself) and our Electrical Engineering consultant, Angelica Hermanto (via phone from Damiano Barile Engineers) along with Kevin Castrova and Tom Amandro from Park East Construction, engaged Thomas Tascarella from Relle Electric Corp. in Kevin Carpenter's office to review the project scope. Thomas who is the owner, seemed to have a good understanding of the work.

Our review of Relle's references finds agreement that they are capable and we see no reason to not award them a Base Bid, including 3 alternates for a **total contract in the amount of \$ 928,629.**

Call 914-666-5900 if you have any questions.

Sincerely:

KAEYER, GARMENT + DAVIDSON ARCHITECTS, PC



Patrick J. Meaney

Cc Joseph C. Dragone – Assistant Superintendent for Business – RPS,
Kevin S. Carpenter – Assistant to the Supt. for Administration & Special Projects - RPS
J. Wojcik, Park East Const.
K. Castrova, Park East Const.

Roslyn UFSD
3rd Reading of Policies
February 25, 2016

POLICY 4410

Guidance Program

3RD READING AND ADOPTION OF REVISED POLICY

| | |
|--------------------------------|--|
| Policies Being Replaced | Policy 4600 – Guidance Programs |
| Reason for Revision | Updating substance of policy to align with current law and practice |

ROSLYN UNION FREE SCHOOL DISTRICT**GUIDANCE PROGRAM****POLICY 4410**

The Board of Education believes that a guidance program (which includes guidance counselors, psychologists, and social workers) is an integral part of the instructional program in the School District. The major objective of the guidance program is to assist and support students in learning to make decisions in the educational, vocational and personal aspects of their lives and to provide a positive approach to correction of behavioral problems.

At the secondary level, special attention will be paid to providing, as fully as possible, information needed by students to make college and career decisions, including test scores and vocational information. Students also will be instructed in the use of such data and advice.

The School District's guidance program recognizes that some pupils are in greater need of individual guidance than others, and will work to provide individualized guidance while striving for the growth and improvement of all students in the School District.

Cross-ref: 4200 Curriculum Management

Ref:

Adoption Date:

EXISTING POLICY

ROSLYN PUBLIC SCHOOLS
Roslyn, New York

POLICY #4600

GUIDANCE PROGRAMS

The District provides guidance services at each level of education for students. Services include program planning, individualized testing, evaluation of student progress, personal conferences, group counseling sessions, parent contact, college planning and career exploration.

:FPB

Adopted: 12/1989

POLICY 4510

Instructional Materials

3RD READING AND ADOPTION OF REVISED POLICY

| | |
|--------------------------------|--|
| Policies Being Replaced | Policy 4510 – Instructional Materials |
| Reason for Revision | Updating substance of policy to align with current law and practice |

ROSLYN UNION FREE SCHOOL DISTRICT**INSTRUCTIONAL MATERIALS****POLICY 4510**

The Board of Education shall, within appropriate budget constraints, provide appropriate instructional materials for all School District students and teachers. Instructional materials include textbooks, library books, audio-visual recordings, and any other instructional, resource, and support materials. The Board of Education delegates the authority for selection of instructional materials to the Superintendent of Schools or his/her designee who will make recommendations based upon input from the professional staff.

The Board of Education will provide free textbooks to all School District students to use and return at the end of the school year. Children who are residents of the School District and attend private or parochial schools will be loaned textbooks on an equitable basis as students attending the public schools. Private, parochial, and charter school students will make individual requests for each textbook they require. Textbooks for students attending private, parochial, and charter schools are subject to the same five (5) year replacement restrictions as apply to textbooks designated for the School District's schools.

All requests for textbooks for nonpublic school students must be received in writing by the School District by June 1 of the school year prior to the one for which the textbook are requested, or within thirty (30) days of enrolling in a nonpublic school.

The Board of Education authorizes the Superintendent of Schools to establish any and all rules, regulations, and procedures necessary to implement and maintain this policy.

Cross-ref: 4200 Curriculum Management
4511 Textbook and Library Materials Selection and Adoption

Ref: Education Law §701
8 NYCRR §21.2

Adoption Date:

EXISTING POLICY

ROSLYN PUBLIC SCHOOLS
Roslyn, New York

POLICY #4510

INSTRUCTIONAL MATERIALS

The Board of Education of the Roslyn Union Free School District shall provide free textbooks to all pupils residing in the Roslyn School District.

:FPB

Adopted: 12/1989

Ref: Education Law §§701; 703

POLICY 4511

Textbook and Library Materials Selection and Adoption

3rd READING AND ADOPTION OF REVISED POLICY

| | |
|---------------------------------------|--|
| <p>Policies being Replaced</p> | <p>4511 – Textbook Selection and Adoption</p> <p>4513 – Library Materials Selection and Adoption</p> <p>4524 – School Libraries</p> |
| <p>Reason for Revision</p> | <p>(1) Consolidation of existing policy statements into one policy</p> <p>(2) Updating substance of policy to reflect current law and practice</p> |

ROSLYN UNION FREE SCHOOL DISTRICT**TEXTBOOK AND LIBRARY MATERIALS
SELECTION AND ADOPTION****POLICY 4511**

The Superintendent of Schools or his/her designee shall select suitable student textbooks to be used in the schools. All student textbooks will support the best current instructional methods and be consistent with the curriculum established in the School District and applicable law and/or regulations.

The Superintendent of Schools or his/her designee shall establish procedures for the selection and recommendation of textbooks and a method for selecting staff members who shall serve in the selection and recommendation process.

Cross-ref: 4200 Curriculum Management
4510 Instructional Materials
6900 Disposal of District Property

Ref: Education Law §§701 et seq.; 1711(d)

Adopted:

EXISTING POLICY

ROSLYN PUBLIC SCHOOLS
Roslyn, New York

POLICY #4511

TEXTBOOK SELECTION AND ADOPTION

The Board of Education of the Roslyn Union Free School District relies on the Building Principals for advice on textbook and materials selection. The professional staff should be consulted during the selection process and those textbooks which adequately meet the basic requirements for each course will be adopted by the Board of Education, upon the recommendation of the Superintendent of Schools.

:FPB

Adopted: 12/1989

Ref: Education Law §1709(4)

ROSLYN PUBLIC SCHOOLS
Roslyn, New York

POLICY #4513

LIBRARY MATERIALS SELECTION AND ADOPTION

The Board of Education recognizes that the responsibility of the school library is to:

1. Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.
2. Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
3. Provide a background of information which will enable pupils to make intelligent judgments in their daily life.
4. Provide materials on opposing sides of controversial issues so that young citizens may develop, under guidance, the practice of critical reading and thinking.
5. Provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
6. Place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

Initial purchase suggestions for library materials may come from all personnel including teachers, coordinators, and administrators. Students will also be encouraged to make suggestions. The librarian will be responsible for evaluation and recommendation of all library materials recommended to be included in the school library. Final approval and authority for distribution of funds will rest with the Building Principal, subject to the approval of the Superintendent of Schools.

POLICY #4513

Page 2

Gifts of library books will be accepted in keeping with the above policy on selection. Complaints about library books will be handled in line with Board policy on complaints about instructional materials.

:FPB

Adopted: 12/1989

Cross-ref: 1420, Complaints about Curricula/
Instructional Materials

ROSLYN PUBLIC SCHOOLS
Roslyn, New York

POLICY #4524

SCHOOL LIBRARIES

The Libraries within the Roslyn Union Free School District endeavor to meet the needs of pupils, teachers, parents and the community.

:FPB

Adopted: 12/1989

**ROSLYN PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING**

AGENDA ADDENDUM

Thursday, February 25, 2016

PERSONNEL:

P.1 Professional

| Item | Name | Action | Position / Replacing | Location | From | To | Certification / Class / Step / Salary |
|-------------|-------------------|--------------------|-----------------------------------|-----------------|-------------|-----------|--|
| 9 | Jonathan Costa | Appointment Coach* | Ass't Varsity Baseball II/1 | HS | 3/7/16 | 6/13/16 | Per RTA Contract |
| 10 | Diana Ryan | Appointment Coach* | Girls' Asst Varsity Lacrosse II/1 | HS | 3/7/16 | 6/13/16 | Per RTA Contract |
| 11 | Michael McDermott | Appointment Coach* | Boys' Asst Varsity Lacrosse II/2 | HS | 3/7/16 | 6/13/16 | Per RTA Contract |
| 12 | Stephen McQuail | Appointment Coach* | JV Baseball II/1 | HS | 3/7/16 | 6/13/16 | Per RTA Contract |

**Appointment is contingent on completion of certification requirements.*